Approved For Release 2006/10/18 : CIA-RDP81B00961R000100130083-7

OSA-0710-63
18 February 1963

MEMORANDUM FOR: Chief, Budget and Finance Branch, OSA/DDR

THROUGH : Chief, Administrative Division, OSA/DDR

25X1

SUBJECT : [redacted] Reimbursement for OSA Travel

25X1

1. During the period 26 to 30 December 1962, [redacted] a Special Agent of the Office of Security, served as a courier for Project material from Andrews Air Force Base to the West Coast. The courier was requested to pick up eight pieces of crypto material at the Signal Center on the morning of 26 December and be in place at Andrews Air Force Base at 0600.

25X1

2. In order to meet the time requirement established by this office, it was necessary for [redacted] to travel by taxi from his home to Headquarters where he accepted the crypto material and continued by taxi to Andrews Air Force Base for an 0600 takeoff. [redacted] was billed in the amount of $16.00. It has been called to the attention of the writer by the Office of Security, that your office is disallowing $5.70 of the $16.00 taxi fare.

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3. It is requested that [redacted] who was traveling at the direction of this office, be reimbursed in full for the taxi fare incurred in this assignment. At the time of the morning [redacted] was traveling, and in view of the time factor involved, it is felt that he was entirely justified in charging the full taxi fare as a reimbursable expense.

25X1

[redacted]
Chief, Security Branch
OSA

25X1

Distribution:
Orig & 1 - Addressee
1 - Admin Division
1 - SB/OSA
1 - RI

25X1 [redacted] rfm

APPROVED:

[redacted]
AC/ADMIN/OSA

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